

**MINUTES OF MEETING**  
**Springfield-Sangamon County Regional Planning Commission**  
**November 16, 2016**

**1. CALL TO ORDER.**

Vice-Chairman Val Yazell called the meeting to order at 9:31 AM.

**2. ROLL CALL.**

Mary Jane Niemann called the roll.

JULY 2016	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY 2017	FEBRUARY	MARCH	APRIL	MAY	JUNE
X	X		X								
X	X		X	X							
X	X	X	X								
X		X	X	X							
X	X	X	X	X							
X				X							
X	X	X	X	X							
X	X		X	X							
	X	X	X	X							
X	X	X	X	X							
X	X	X	X	X							
	X	X	X	X							
X	X	X	X								
	X		X								

**COMMISSION MEMBERS**

---

Eric Hansen, Chairman  
Val Yazell, Vice-Chairman  
Larry Hamlin, Secretary  
Mayor Jim Langfelder – K. Davis  
Andy Van Meter – B. McFadden  
Alderman Joe McMenamin  
Alderman Andrew Proctor  
Greg Stumpf - J. Stone  
George Preckwinkle – C. Stratton  
Leslie Sgro – E. McKinley  
Frank Vala – R. Blickensderfer  
Brian Brewer – F. Squires  
Dick Ciotti – G. Humphrey  
Jeff Vose  
Kenneth Springs  
Brad Mills  
Bill Moss

**Others**

---

**Staff**

---

Molly Berns	Emily Prather
Jordan Leaf	Norm Sims
Mary Jane Niemann	Joe Zeibert

**3. MINUTES OF MEETING.**

Vice-Chairman Yazell asked if there were any additions or corrections to the minutes of the October 19, 2016 Regional Planning Commission meeting. There were none. The minutes were accepted as mailed.

**4. MINUTES OF THE EXECUTIVE POLICY BOARD.**

Vice-Chairman Yazell asked Executive Policy Board members if there were any additions or corrections to the minutes of the October 19, 2016 Executive Policy Board meeting. There were none. The minutes were accepted as mailed.

A copy of the draft minutes and related handouts from the Executive Policy Board meeting are attached.

Vice-Chairman Yazell then updated the Commission on some of the actions taken at the Executive Policy Board meeting held on October 19, 2016.

Referencing the 2017 proposed budget report, Vice-Chairman Yazell noted that the SSCRPC works with four different fiscal years: City, County, State of Illinois, and Federal, which creates budgeting challenges. She noted that the Executive Policy Board reviewed the proposed budget report which outlines anticipated revenues and expenses in detail. The report also includes challenges the SSCRPC faces including limited flexibility to conduct special or ad hoc projects due to dependence on categorical funds and loss of staff time due to the new Grant Accountability and Transparency Act (GATA) requirements. Vice-Chairman Yazell noted that the Executive Policy Board approved the SSCRPC's proposed FY2017 budget. She then asked Brian McFadden if the County's budget had been passed and if he had any additional comments. McFadden stated that the County's budget had been passed and said he had no additional comments.

Vice-Chairman Yazell stated that Norm Sims had announced earlier this year that he would be leaving the end of 2016. She noted that a copy of a letter from Mayor Jim Langfelder and County Board Chairman Andy Van Meter was made available at the Executive Policy Board meeting. That letter asked Sims to consider staying another year as Executive Director of the SSCRPC. Sims expressed his gratitude and applauded the SSCRPC staff and stated they would do well if he was not here. However, he agreed to stay at the request of the Mayor and County Board Chairman for at least one year allowing him to finish the City's Comprehensive Plan and to complete some other projects the County is interested in moving forward. The City and County proposed a 5% increase for Sims and the Executive Policy Board approved that increase. Last on the agenda for the Executive Policy Board meeting was to consider the cancellation of Regional Planning Commission meetings due to a lack of business. The Executive Policy Board discussed the pros and cons and voted to continue the meetings on a regular basis for transparency reasons, but also discussed how the meetings may have more substance. Vice-Chairman Yazell thanked Sims for his years of service and looked forward to another year moving forward for momentum for our region.

Vice-Chairman Yazell asked if there were any questions or comments regarding actions of the Executive Policy Board. There were none.

**5. REPORT OF OFFICERS.**

There was no report of officers.

**6. REPORT OF THE EXECUTIVE DIRECTOR.**

- A. SSCRPC Website** – Norm Sims encouraged members to check out the SSCRPC’s new website. He noted that it was not significantly different from the old website, but felt it was easier to navigate and presents the Commission well. He thanked the county’s Information Systems staff and LRS for their assistance. Improvements are still being made and a couple of areas are still under construction.
- B. Planning Commission Meetings** – Sims reiterated that the Executive Policy Board discussed the cancellations of Planning Commission meetings and voted to continue meetings on a regular basis. He noted that some projects from Land Subdivision Committee no longer come before the Regional Planning Commission due to changes in the City’s ordinance. Staff has decided to brief the Commission on all projects reviewed by the Land Subdivision Committee, whether action is needed by the Planning Commission or not. Sims noted that staff also gives presentations to various groups. Molly Berns recently gave a presentation to the Commercial Realtors and Sims gave a presentation to the International Right-of-Way Association. Staff has decided to select portions of presentations given and present them at future Planning Commission meetings.
- C. 2017 Planning Commission Meeting Dates** – Sims noted that a list of Planning Commission meeting dates for 2017 was available next to the sign-in sheet. The list is attached. The meeting dates do not require approval by Planning Commission members as they are the third Wednesday of each month as per the Commission’s bylaws.
- D. Organization Awards** – Sims stated that the staff of the SSCRPC supports a number of organizations including the Citizen’s Efficiency Commission (CEC) for Sangamon County, the Sangamon County Historic Preservation Commission (SCHPC) and City Historic Sites Commission. Sims then referred to a handout available at the meeting (see attached) which names the Sangamon County Citizens’ Efficiency Commission chaired by Mike Murphy as a finalist for the Route Fifty Navigator Awards program. The final award winner will be selected next week.

Sims noted that the Sangamon County Historic Preservation Commission chaired by Chuck Pell was selected by the Illinois Association of Historic Preservation Commissions (IAHPC) to receive the IAHPC’s 2016 Commission Excellence Award for Survey and Inventory. The SCHPC will receive the award for its Sangamon County Pre-Civil War Farmhouse Search.

- E. Presentation: Density of Population** – Sims then presented a 3D population model of Sangamon County created by SSCRPC staff members Joe Zeibert and Jordan Leaf showing the population per square acre based on Census blocks. See attached. Staff hopes to input data from previous Censuses to see where things have changed. Major roadways are expected to be added to the model soon to help with visual location. Frank Squires asked if this application was available on the SSCRPC’s website. Sims stated that it was not, since the GIS system is needed.

Vice-Chairman Yazell asked about the LEAM model. Zeibert said the contract has been received and staff will be providing them with GIS data. He noted that some test results have been run.

Zeibert explained that GIS (Geographic Information System) allows tax parcels, lakes, streams, roads, etc. to be represented on a map. Sims noted that GIS is being used to show the location of

buses, their proximity to bus stops and the location of bus shelters. It is also used on the project locator application which allows clicking on the site of a project and looking at the plans for that project.

**7. CORRESPONDENCE.**

There was no correspondence.

**8. PUBLIC HEARING.**

There was no one who wished to address the Commission.

**9. COMMITTEE REPORTS.**

**Land Subdivision Committee** – There were no projects to be reviewed by and acted upon by the Planning Commission this month.

For informational purposes, Zeibert summarized the projects reviewed by the Land Subdivision Committee (LSC) at their November 3, 2016 meeting:

Cobblestone Estates, 4<sup>th</sup> Addition - Redivision of Lots 1, 3, 4 & 16 - Final Plat

Zeibert noted the property is located north of the apartments between Archer Elevator Road and Meadowbrook Road, off of Westgate. There are four existing lots which will be redivided into eight lots, zoned S-2 commercial and R-2 residential. The LSC approved the final plat with minor revisions.

Commissioner Joe McMenamin asked who the owner was. Zeibert said Cobblestone Development Company – Tom Giacomini.

West Iles Business Center - City Minor Subdivision - Final Plat

Zeibert noted this development was reviewed by the LSC and would directly go to City Council for final action. The property is located south of Iles, north of Ginger Creek and west of Koke Mill. There is one existing lot with frontage on Ginger Creek and Iles. The lot will be divided into two lots. The LSC approved the final plat with minor revisions.

West Iles Business Center - Large Scale Development Plan

Zeibert stated that more than one use on a parcel triggers a large scale. There will be two buildings with two drive-thrus constructed on one lot. There was an issue with traffic and SSCRPC staff recommended one way traffic around the buildings, since traffic will be crossing to get into the drive-thru. The developer was reluctant to do that and there has been an agreement made with improvements such as signage and speed bumps. The LSC approved the large scale development plan with minor revisions.

Timber Creek - Revised Large Scale Development Plan

Zeibert noted this development is located off of Stanton Avenue near Magro's and was originally approved in 2008. The development consists of a mobile home / manufactured home court which is gated. The original plan showed sidewalks around the two ponds. The zoning ordinance required that

8% of the gross area be recreational space. In 2008 they agreed to put sidewalks in order to make it more than a drainage area to meet the recreational space requirement. The developer is now requesting to not have to put the sidewalks in. The LSC denied that request.

Zeibert stated that another issue came up regarding a storm shelter. A part of the City code, which does not include LSC action, requires that a storm shelter be put in mobile home parks when there are a certain number of residences. The developer is now requesting to not have a storm shelter. Zeibert reiterated that the issue is not dealt with by the LSC, but handled by the Mayor's Office or Building Department. He noted that there are no standards or rules set up to vary that requirement.

Commissioner McMenamin asked if Timber Creek was within an enterprise zone. Sims stated he was not sure, but did not think so. Commissioner McMenamin asked the number of lots built upon. Zeibert said approximately 90%. Sims reiterated that the storm shelter issue is addressed in a different set of codes than those dealt with by the LSC and therefore, the LSC does not have the authority to waive the requirements of that code. He said it appears the code does not allow for a variance of that requirement.

Commissioner Andrew Proctor asked if this plan would come before the City Council. Zeibert said just the sidewalk variance request. Proctor pointed out that there were no sidewalks in 8 years. Sims said the lack of sidewalks issue came up as the owner was cited in administrative court. Zeibert said the developer did not provide any details for an alternative solution for the recreational requirement without the sidewalks. Commissioner Proctor asked who the owner was. Zeibert said Doug Daniels.

Zeibert pointed out that the streets in this development were private streets. The question was asked if the residents were opposed to the sidewalks being put in. Zeibert said yes. Sims said the owner stated at the LSC meeting that if he would be required to put in the sidewalks, he would have to raise the rent on the lots. Sims noted that private streets can be a problem as residents request the streets to be taken over by the city or county due to lack of maintenance by the property owner. Commissioner Gregg Humphrey noted that 90% of the time, private streets are not constructed to city requirements.

Zeibert noted that a letter is needed from the developer before the plan can be forwarded to the City Council.

Commissioner Elliott McKinley asked if the Hazard Mitigation Plan would have any bearing on this storm shelter. Molly Berns stated that that requirement was actually included in the Hazard Mitigation Plan as an action item.

**10. UNFINISHED BUSINESS.**

There was no unfinished business.

**11. NEW BUSINESS.**

There was no new business.

**12. SPECIAL ANNOUNCEMENTS.**

There were no special announcements.

**13. ADJOURNMENT.**

Vice-Chairman Yazell noted that the next meeting will be December 21, 2016.

There being no further business, Commissioner Gregg Humphrey moved to adjourn. Commissioner Frank Squires seconded the motion and the meeting adjourned at 10:02 AM.

Respectfully Submitted,

Mary Jane Niemann  
Recording Secretary